

## SECTION E

INTERNAL MANAGEMENT TRAINING1. Significant Achievements

a. One of the most successful achievements of the year was the one-week seminar in Management Practices held [ ] in June and attended by 30 GS-15's, representing equally the three major Agency components. This course was conducted by [ ] and was well received. Present plans are to arrange a repeat next spring if possible.

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b. In addition to our normal schedule of courses in management and supervision, a special course for 23 Office of Communications personnel (GS-11 to 13) (many of them instructors [ ]) was held in August. The Office of Communications has been an enthusiastic supporter of management training and, in addition to supplying students for the special course, requested a quota of one-third of the slots available in all regular courses for the remainder of the year. Management Training Faculty's goal is to spark this degree of interest and acceptance within other Agency components.

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c. In October 1961 the second edition of last October's Senior Management Seminar will be held for two weeks at [ ] [ ] will again conduct proceedings. Thirty-three participants--half super-grades and half selected GS-15's--have been nominated, 11 from each major component. An effort is being made to arrange a get-together between Professor [ ] and as many as possible of his last year's class at some point during the seminar this year.

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2. Programs Contemplated in FY 1962

a. Management Training Faculty anticipates no major changes in the basic program for next year; however, certain aspects, or phases, of individual courses may be altered upon occasion to introduce improved instructional techniques or to keep course material up to date. In this area, MTF has displayed an active interest in management gaming as a new instructional vehicle. In coordination with the Automation Staff, MTF is attempting to develop a management

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game based upon an organizational model which would permit students to examine first-hand the consequences of their own administrative behavior.

b. Another addition to the regular course schedule is expected in the provision of management training in connection with the Agency Mid-Career Program. Preliminary discussions have been held, but to date the management portion has not been reduced to specifics.

### 3. Trends

There is an over-all, increasing interest in management training. Agency people who have had management courses, particularly those courses held at  have encouraged other Agency people to enroll in forthcoming courses.